Ethnicity. This term is used to refer to a code used to identify the vendor ownership ethnicity, i.e., Asian American, American Indian, Alute, African American, etc.

Expiration Date. This term is used to refer to the date a suspension or debarment expires.

Fee Expiration Date. This term is used to refer to the vendor's enrollment expiration date.

FEIN/SSAN. This term is used to refer to the Federal Employer Identification Number or Social Security Account Number used to identify a vendor within AGPS.

Formal Solicitation. This term is used to refer to a solicitation which usually requires a sealed bid, i.e., ITB, RFP, SSP, MST.

FYTD. This term is used to refer to Fiscal Year To Date.

Gross Revenue. This term is used to refer to a code that relates to a dollar amount range used to identify the gross revenue amount of a vendor within AGPS.

Informal Solicitation. This term is used to refer to a solicitation which usually does not require a sealed bid, i.e., RFQ, TEL, RFI.

Master Return Code. This term is used to refer to a code used to identify the condition of a bid response or lack thereof, i.e., acceptable, with exceptions, etc.

MTD. This term is used to refer to Month To Date.

Organization Type. This term is used to refer to a code used to identify the vendor organization type, i.e., corporation, sole owner, etc.

QTD. This term is used to refer to Quarter To Date.

Resolution Code. This term is used to refer to a code used to identify the resolution results of a listed vendor complaint.

Severity. This term is used to refer to a code used to identify the severity or seriousness of a complaint lodged against a vendor.

Suspend/Debar Type. This term is used to refer to a code used to identify the type of suspense/debar action taken against a vendor.

T-Number. This term is used to refer to a code used to identify the grouping or type of contract, i.e., janitorial services, building supplies, etc.

Vendor Notes. This term is used to refer to a text record available to the user for recording notes/information relating to that vendor in AGPS.

Vendor Number. This term is used to refer to an eleven position code used to identify a vendor and vendor location within AGPS.

Vendor Type. This term is used to refer to a code used to identify the type of vendor, i.e., services, construction, consulting services, etc., within AGPS.

VEN2   **Vendor Header Table #2**

```
ENTER FUNCTION: ............  TRANS:VEN2
                                                    DATE:
VENDOR HEADER TABLE  #2 : KEY IS VENDOR NUMBER        TIME:
                                                    TERM:
VENDOR NUMBER......: ......... ..
VENDOR NAME 1......:
VENDOR NAME 2......:
BUSINESS TYPE......: ..   :
ORGANIZATION TYPE..: ..   :
BUSINESS OWNERSHIP.: ..   :
ETHNICITY..........: ..   :
PARISH CODE........: ...  :
RATING CODE........: .    :
BID APPL RECD DATE.: ........    DUN AND BRAD NO....: ..........
REMITTANCE VENDOR..: .........   REMITTANCE SUFFIX..: ..
INCORPORATION STATE: ..          COMPANY SIZE.......:       GROSS REVENUE:.
INCORPORATION DATE.: ........    NUMBER OF EMPLOYEES: ......  OUT OF STATE:
PAYMENT HOLD.......: .           RECIPROCITY STATE..: ..
INDEPENDENT OWNED..: ..          MINIMUM QUOTATION..: ............
OUT OF COUNTRY IND.: .    STKHLDR DISCLOSURE.: .   DATE FILED: ........
CVT CODE...........: .....
```

Purpose   The purpose of the Vendor Header Table # 2 is to give the user the ability to maintain vendor Business data. This table will only allow the maintenance of existing records and will not allow the user to delete records. Access is granted only to those vendors for which the user has security access.

Screen Characteristics   Change and Inquire VEND Table.

Procedure Cross-Reference   Chapter 2 Vendor Database Maintenance;

2.1 Change Vendor Header Table #2
2.2 Inquire Vendor Header Table #2

Field Completion

Field	Size	Description
Date	8	Protected. Maintained by system. Current date.
Time	8	Protected. Maintained by system. Current time.
Term	8	Protected. Maintained by system. Terminal ID logged on to transaction.
Vendor Number	11	Unprotected. Key. If left blank the system will start with the first vendor number in the database. If a vendor number is entered the program will return the specified vendor.
Vendor Name 1	30	Protected. This is the first line of the name of the vendor from the VEND table.
Vendor Name 2	30	Protected. This is the second line of the name of the vendor from the VEND table.
Business Type	2	Unprotected. Required. This code describes the vendor's type of business. Must be a valid entry in BTAB table BU (Business Type). System default value is 0.
Business Type Title	30	Protected. The interpretation of the business code from the BTAB table BU (Business Type).
Organization Type	2	Unprotected. This code describes the vendor's organization structure. Must be a valid entry in BTAB table OT (Organization Type). System default value is U.
Organization Type Title	30	Protected. The interpretation of the organization type from the BTAB table OT (Organization Type).
Business Ownership	2	Unprotected. Required. This code describes the business ownership of this vendor. It is used to identify "disadvantaged" vendors such as minority-owned and woman-owned business, and to identify whether or not this vendor is approved (certified) for the ownership category described. Must be a valid entry in BTAB table BO (Business Ownership). System default value is U.

Field Completion

Field	Size	Description
Vendor Name	30	Unprotected. Key. Required. This is the first line of the name of the vendor.
Vendor Number	11	Unprotected. Key. This is the code by which the vendor is identified in the system. Typically, it is either the Federal Employer Identification Number (FEIN) or the vendor's Social Security Account Number (SSAN). The vendor code includes a two-digit address suffix.
Prev/New Vend No.	11	Protected. For an active vendor, this is the vendor number by which this vendor was previously identified. For an inactive vendor, this is the vendor number by which this vendor is presently identified. This information may be used to maintain continuity when there is a merger or acquisition of an existing vendor that causes its vendor number to change.
Parish Name	30	Protected. Interpretation of the vendor's VEND record parish code from BTAB Table CC (Parish Code).

VNDR   Vendor Header and Address Table

```
ENTER FUNCTION: ...........  TRANS:  VNDR
                                                        DATE:
VENDOR/HEADER AND ADDRESS TABLE                         TIME:
KEY IS VENDOR NUMBER                                     TERM:
VENDOR NUMBER......: ......... ..  :

ADDRESS LINE 1.....:
ADDRESS LINE 2.....:
CITY...............:                  STATE:   ZIP:            PARISH:
STATUS CODE........:    :
BUSINESS TYPE......:    :
ORGANIZATION TYPE..:    :
BUSINESS OWNERSHIP.:    :
ETHNICITY..........:    :
COMPANY SIZE.......:          FYTD NET AWARD AMT.:
STKHLDR DISCLOSURE.:          FYTD # AWARDS......:
DATE FILED.........:          # ACTIVE COMPLAINTS:
# ITB SENT.........:          # ITB RESPONDED....:
# RFQ SENT.........:          # RFQ RESPONDED....:
RESPONSIBLE AGENCY.:          :
```

Purpose   The purpose of the Vendor Header and Address Table is to provide the user with the ability to inquire address of vendors. This table provides the user with basic information about the vendor. Access is granted only to those records for which the user has security access.

**Screen
Characteristics**   Inquire VEND/VADR Table.

**Procedure
Cross-Reference**   Chapter 2 Vendor Database Maintenance;

                      8.1 Inquire Vendor Record(s) Data.

Field Completion

Field	Size	Description
Date	8	Protected. Maintained by system. Current date.
Time	8	Protected. Maintained by system. Current time.
Term	8	Protected. Maintained by system. Terminal ID logged on to transaction.
Vendor Number	11	Unprotected. Key. Required. If left blank the system will start with the first vendor number in the database. If entered, the system will return the vendor specified.
Vendor Title	2x30	Protected. The vendor name from the VEND table.
Address Line 1	25	Protected. The first line of street address from VADR table. Address type 1.
Address Line 2	25	Protected. The second line of the street address from VADR table. Address type 1.
City	15	Protected. The city from the VADR table. Address type 1.
State	2	Protected. The state from the VADR table.
Zip	5/4/2	Protected. The zip code from the VADR table.
Parish	2	Protected. The parish code from the VADR table.
Status Code	1	Protected. This code describes the current status of the vendor.
Status Code Title	30	Protected. This is the interpretation of the Status Code from the BTAB table VS (Vendor Status Code).
Business Type	2	Protected. This code describes the vendor's type of business.
Business Type Title	30	Protected. The interpretation of the business type from the BTAB table BU (Business Type).
Organization Type	2	Protected. This code describes the vendor's organization type.
Org. Type Title	30	Protected. The interpretation of the organizational type from the BTAB table OT (Organization Type).

Field Completion

Field	Size	Description
Business Ownership	2	Protected. This code describes the vendor's business ownership. It is used to identify "disadvantaged" vendors such as minority-owned and woman-owned business, and to identify whether or not this vendor is approved for the ownership category described.
Title	30	Protected. This is the interpretation of the ownership type code from the BTAB table BO (Business Ownership).
Ethnicity	2	Protected. This code describes the ethnicity of this vendor. This information may be used for reporting compliance with set asides for particular "disadvantaged" vendors.
Ethnicity Title	30	Protected. The interpretation of the ethnicity code from the BTAB table EC (Ethnicity Code).
Company Size	2	Protected. This code describes the size of this vendor.
FYTD Net Award Amt	9.2	Protected. The net dollar value (awards + change orders) of the awards/changes made to this vendor in the current fiscal year.
Stkhldr Disclosure	1	Protected. This indicator describes whether a required stockholders' disclosure has been filed.
FYTD # Awards	5	Protected. The number of awards made to this vendor in the current fiscal year.
Date Filed	8	This is the date that the required stockholders' disclosure was filed.
# Active Complaints	4	Protected. The total number of active complaints against this vendor.
# ITB Sent	3	Protected. The number of Invitations to Bid (ITB) that were sent to this vendor.
# ITB Responded	3	Protected. The number of Invitations to Bid (ITB) to which this vendor has responded.
# RFQ Sent	3	Protected. The number of informal Requests For Proposal that were sent to this vendor.